



Job Title: Project Engineer
FLSA Status: Exempt
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Website: pandj.com
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Summary:

This position is responsible for planning, developing, coordinating, and managing onsite construction engineering activities for large, extensive projects.

Essential Duties and Responsibilities:

- Track project quantities
- Generate project billing
- Initiate and negotiate change orders
- Generate CAD drawings and present solutions to owners for design problems that arise in the field
- Review plan changes
- Assist with work plans
- Assist with project schedules
- Manage submittal data
- Manage material purchase orders
- Manage and negotiate subcontracts
- Assist in division field personnel management
- Assist field personnel in any capacity to handle any problems that may arise
- Work with Project Superintendents, Foreman, and Crews to perform work more effectively
- Attend pre-construction meetings

Requirements:

- Must be willing to relocate.
- Strong organizational skills
- Strong work ethic
- Able to multitask and work independently under pressure and tight deadlines

Education and Experience:

- Four year engineering degree or equivalent technical training and related experience
- Excellent communication and interpersonal skills
- Demonstrated ability to manage a team of varied disciplines
- Registration as a Professional Engineer is valuable

Safety Considerations:

The Project Engineer works in both an office and field environment. While performing the duties of this job, the employee is regularly required to use hands to finger; handle or feel; and reach with hands and arms and talk or hear. The employee is occasionally required to stand or sit; walk; climb or balance and stoop, kneel, crouch, or crawl and taste or smell. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include peripheral vision, depth perception, and ability to adjust focus. The employee is frequently exposed to wet and/or humid conditions; moving mechanical parts and outside weather conditions. The employee is occasionally exposed to high, precarious places; fumes or airborne particles; risk of electrical shock and vibration. The noise level in the work environment is usually moderate.